# BRUHAT BENGALURU MAHANAGARA PALIKE

Annual Maintenance of Borewells in RR.Nagara Constituency Parks in RR.Nagar Zone.

**Estimated Cost: 40.97 Lakh**

**TENDER DOCUMENT**
**(KW-2)**

**Office of the**
**Senior Assistant Director of Horticulture,**
**Bruhat Bengaluru Mahanagara Palike ,**
**Rajarajeshwarinagar Zone, Bengaluru -560091**

**TENDERS FOR THE WORK OF** **:** Annual Maintenance of Borewells in RR.Nagara Constituency

Parks in RR.Nagar Zone.

TENDER REFERENCE : SADH/RRN/TENDER/02/2024-25
Dated: 19.06.2024

PERIOD OF SALE OF TENDER DOCUMENT : View e-procurement Portal

LAST DATE FOR SALE OF TENDER DOCUMENT : View e-Procurement Portal

LAST DATE AND TIME FOR
RECEIPT OF TENDERS : View e-procurement Portal

TIME AND DATE OF OPENING OF TENDERS : will be intimated to the qualified Tenderers

PLACE OF OPENING OF TENDERS

ADDRESS FOR COMMUNICATION

**Office of the**
Senior Assistant Director of Horticulture, Bruhat Bengaluru MahanagaraPalike ,Rajarajeshwarinagar Zone,
Bengaluru -560091

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**SECTION 1: INVITATION FOR TENDERS (IFT)**

# BRUHAT BENGALURU MAHANAGARA PALIKE

**Senior Assistant Director of Horticulture, Bruhat Bengaluru MahanagaraPalike ,Rajarajeshwarinagar Zone, Bengaluru -560091**

No: SADH/RRN/TENDER/02/2024-25 Dated: 19.06.2024

## LETTER OF INVITATION FOR TENDER(IFT)

(SHORT TERM)

**(TWO COVER SYSTEM)**

(Through **GOK e–Procurement Portal**http://eproc.karnataka.gov.in only)

A) The Senior Assistant Director of Horticulture (RajarajeshwariNagara), (Referred to as Employer in these documents) invites tenders to implement in accordance with KTPP Rules -2000, from eligible and experienced Agencies/Firms (Referred to as Tenderers in these documents) registered in Labour Department for Horticulture Works.

B) The tenderers are advised to note the Minimum Qualification Criteria specified in Clause-3 of the instructions to tenderers to qualify for Award of the Contract (Standard Tender Document KW-1 & KW-2).

C) Tender Documents may be downloaded from Government of Karnataka e-Procurement websitehttps://kppp.karnataka.gov.in/#/portal/portal-homeunder login for Contractors.

D) After Login to Contractors, Please scroll down to the left side bottom to see List of Tenders, Please click there to find the details of NIT & download copy of the Tender. The Tender can be downloaded in the Portal as per prescribed date and time published in the Portal. Only Interested Tenderer who wish to participate should remit On line Transaction Fee for Tender after registering in the Portal. The Transaction Fee is Non-Refundable.

E) Tenders must be accompanied by Earnest Money Deposit (EMD) specified for the work in the table below. EMD will have to be submitted Online through websitehttps://kppp.karnataka.gov.in.

F) Tenders must be electronically submitted (Online) within the date and time published in e-procurement portal. Tenders will be opened at prescribed time and date in the e-procurement portal, in the presence of the Tenderers who wish to attend in the Office of The Senior Assistant Director of Horticulture (RajarajeshwariNagara), Bruhat Bengaluru MahanagaraPalike, RajarajeshwariNagara Zone, Bangalore.

**G)** Tenderers are subjected to the provisions of KTPP (Amendment) Rules-2017 and selected works in Randomization shall be reserved for participation by tenderers belonging to the scheduled castes & scheduled tribes.

H) Tender conditions shall be followed as per KWs.

**TABLE**

| SL No | Name of the work | Estimate Cost (Rs) | EMD Amount (Rs) | Stipulated Period of Completion | Category |
|---|---|---|---|---|---|
| **1** | Annual Maintenance of Borewells in Yeshwanthpura Constituency Parks in RR Nagar Zone. | **20,00,000/-** | **50,000/-** | **12 Months** | **Other** |
| **2** | Annual Maintenance of Borewells in RR.Nagara Constituency Parks in RR.Nagar Zone. | **40,97,000/-** | **82,000/-** | **12 Months** | **Other** |

**Calendar of Events as follows:**

| | | |
|---|---|---|
| Date of Notification | **:** | **19.06.2024** |
| Tender can be downloaded from | **:** | **24.06.2024** |
| Pre Bid Meeting | **:** | **28.06.2024 at 11.30 AM** |
| Tender Closing Date | **:** | **03.07.2024 at 4.00 PM** |
| Technical Bid Opening Date | **:** | **04.07.2024 at 4.30 PM** |
| Financial Bid Opening Date | **:** | **After Approval of Technical Bid** |

## Note:

Aspiring Bidders/Contractors who have not registered in e – procurement should register before participating through the website https://kppp.karnataka.gov.in

a. Before submission of online bids, bidders must ensure that scanned copies of the necessary documents been attached with bid.
b. All the required information required bids must be filled and submitted online.
c. For details, registration and e- payment visit GOK e-procurement website. https://kppp.karnataka.gov.in or contact e- procurement Helpdesk at 080-22371090, 22373788.
d. This Tender Notice can also be seen on the BBMP Website www.bbmp.gov.in
e. Any other details regarding the above work/service and other information obtained from the above office during office hours.

Sd/-

Senior Assistant Director of Horticulture
(RajarajeshwariNagara)
**B.B.M.P. BENGALURU**

**Copy Submitted to:**

1. The Chief Commissioner, BBMP, for kind information.
2. Special Commissioner (Horticulture), BBMP, for kind information.
3. Zonal Commissioner (RajarajeshwariNagara), BBMP, for kind information.
4. Deputy Director (Horticulture),BBMP, for kind information
5. Deputy Controller Finance (RajarajeshwariNagara), BBMP,for information
6. The Public Relation Officer, BBMP with a request to publish the same in the District Tender Bulletin.
7. Office Notice Board

30/5/24

**Senior Assistant Director of Horticulture**
**RajarajeshwariNagara Zone, BBMP**

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## A. General

### 1. Scope of Tender

**1.1** The Senior Assistant Director of Horticulture (Rajarajeshwarinagara), invites tenders from Contractors any state or Central Govt. Organization for the above tender work (as defined in these documents and referred to as "the works") detailed in the Table given in the Invitation for Tenders (IFT). The tenderers may submit tenders for the work of Annual Maintenance of Borewells in RR.Nagara Constituency Parks in RR.Nagar Zone. **Detailed in the table given in BOQ.**

### 2. Eligible Tenderers

2.1

**a. For general category works:**

Tenderer should submit work done certificate of at least one similar work (in the field of Borewell work) to an extent of 50% of the total tendered amount during last five financial years (i.e 2018-19,2019-20,2020-2021, 2021-22 & 2022-23) of its work. The work done certificate should duly certified by the competent authorities (Central Govt/State Govt / Govt Boards / Govt Corporation). **Work done certificate will not be considered if Work carried through contract labour.**

**b. For Scheduled Caste & Scheduled Tribes reserved works**:

Tenderer should submit work done certificate of at least one similar work (in the field of Borewell work) to an extent of 25% of the total tendered amount during last five financial years (i.e 2018-19,2019-20,2020-2021, 2021-22 & 2022-23) of its work. The work done certificate should duly certified by the competent authorities (Central Govt/State Govt / Govt Boards / Govt Corporation). **Work done certificate will not be considered if Work carried through contract labour.**

**c. For general category works:** achieved in at least two financial years a minimum financial turnover of **Rs.81.94 Lakh** (usually **not less than two times the estimated** annual payment under this contract) during last five financial years (i.e 2018-19,2019-20,2020-2021, 2021-22 & 2022-23) “with UDIN Number”

**d. For Scheduled Caste & Scheduled Tribes reserved works**: achieved in at least One financial year a minimum financial turnover of **Rs……** (usually **not less than two times the estimated** annual payment under this contract) during last five financial years (i.e 2018-19,2019-20,2020-2021, 2021-22 & 2022-23) "with UDIN Number"

e. Tenderer furnish the document of Karnataka Ground Water Authority FORM-7A or MOU for Drilling of Borewell Works.

f. The tenderer shall possess the required own borewell Jeep for lifting and erection or MOU b/w the tenderer and the own jeep owner.

g. Tenderer should have Electrical & PWD License.

h. The tenderer should have four wheeler fitted with equipment to flushing Borewells, copy of the vehicle registration to be uploaded or should have signed an MOU with the person / firm / company who has the flushing vehicle, agreement and copy of vehicle registration to be enclosed.

i. The Tenderer shall visit the Medians and selected Parks of Rajarajeshwarinagara Assembly Constituency along with Horticulture Assistant (Rajarajeshwari Nagara Zone) and upload the Parks Inspection Report duly signed by the Senior Assistant Director of Horticulture(Rajarajeshwari Nagara Zone).

i. The Tenderer should submit valid Labour Department License, P.F & ESI registration Certificate, ESI and EPF Payment Challans of Latest months, Last Three Years ITR with Balance sheet Profit and loss statement (26AS), valid PAN card and GST registration Certificate copies and GST returns of latest 6 Months (Oct-2023 to March-2023) along with tender document. Contractor shall fully comply provisions of various applicable labour laws provisions of the following enactments and other enactments as applicable for such contracts.

- Contract Labour (R&A) Act 1970 and rules 1971.
- Payment of Wages Act.
- Minimum Wages act 1948, Karnataka Rules 1952
- Employees State Insurance Act 1948, Rules and regulations 1950
- Employees Provident Fund Act 1952 and Pension Scheme 1995
- Karnataka Shops and Commercial Establishment Act 1961

i) As per the Employees' State Insurance Act, 1948 (ESI Act), the employer is responsible for registering the employees and paying the ESIC contribution for them. In this case, the contractor is the employer of the

labourers and is responsible for registering them and paying their ESIC contribution. Hence your hereby advised to submit the latest 6 Months (Oct-2023 to March-2023) ESIC Statement and Paid Challan Details along with Registration Certificate in Form C-11 of the Act.

ii) As per the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (EPF Act), the employer is responsible for registering the employees and paying the Provident Fund (PF) contribution for them. In this case, the contractor is also responsible for registering the labourers and paying their PF contribution. (latest 6 Months (Oct-2023 to March-2023) ECR & PF Paid Challan Details along with Registration Certificate) Any establishment employing even less than 20 persons can be covered voluntarily u/s 1(4) of the Act.

j. Tenderers applying for reserved tenders must furnish the document of caste certificate and **DOMICILE CERTIFICATE** **(Residential Certificate is not acceptable)** as per Finance Department Letter dated: 13.08.2019) as per GOK order

2.2 **Tenders from Joint ventures are not acceptable.**

**3. Tender capacity:**

3.1 NA

3.2 Even though the tenderers meet the above criteria, they are subject to be disqualified if they have:

- made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.; and/or
- participated in the previous Tender for the same work and had quoted unreasonably high tender prices and could not furnish rational justification.
- Tenderers shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government of Karnataka and The Contractor should not involve in any of the criminal offense.
- All Xerox Documents uploaded by the bidder should be attested by notary.

**B. Tender documents**

## 4. Content of Tender documents

4.1 The set of tender documents shall have all the Sections given in Page 2:
4.2 NA

## 5. Amendment of Tender documents

5.1 Before the deadline for submission of tenders, the Employer may modify the tender documents by issuing addenda.
5.2 Any addendum thus issued shall be part of the tender documents and shall be communicated in writing or by cable to all the purchasers of the tender documents.
5.3 To give prospective tenderers reasonable time in which to take an addendum into account in preparing their tenders, the Employer shall extend as necessary the deadline for submission of tenders, in accordance with Sub-Clause 12.2 below.

## C. Preparation of Tenders

## 6. Documents comprising the Tender

6.1 The tender submitted by the Tenderer shall comprise the following:
(a) The Tender (in the format indicated in Section 3).
(b) Priced Bill of Quantities;
(c) Qualification Information Form and Documents;
and any other materials required to be completed and submitted by tenderers in accordance with these instructions. **The documents listed under Sections 3, 5 and 8 shall be filled in without exception.**

## 7. Tender prices

7.1 The contract shall be for the whole works as described in Sub-Clause 1.1, based on the priced Bill of Quantities submitted by the Tenderer.

7.2 The Tenderer shall fill in rates and prices and line item total (both in figures and words) for all items of the Works described in the Bill of Quantities along with total tender price (both in figures and words). *Items for which no rate or price is entered by the Tenderer will not be paid for by the Employer when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.* Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
7.3 All duties, taxes, and other levies payable by the contractor under the contract, or for any other cause, shall be included in the rates, prices and total Tender Price submitted by the Tenderer.
7.4 The rates and prices quoted by the Tenderer shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

## 8. Tender validity

8.1 Tenders shall remain valid for a period not less than One Hundred Eighty days after the deadline date for tender submission specified in Clause 12. A tender valid for a shorter period shall be rejected by the Employer as non-responsive.

8.2 In exceptional circumstances, prior to expiry of the original time limit, the Employer may request that the tenderers may extend the period of validity for a specified additional period. The request and the tenderers' responses shall be made in writing or by cable. A tenderer may refuse the request without forfeiting his earnest money deposit. A tenderer agreeing to the request will not be required or permitted to modify his tender, but will be required to extend the validity of his earnest money deposit for a period of the extension, and in compliance with Clause 9 in all respects.

**9. Earnest money deposit**

9.1 EMD amount as % of the estimated cost of the work put to tender

a) Upto Rs.20 lakh – 2.5% (Reservation Category Works 1.25%)

b) Rs.20 lakh and above upto Rs.1 crore – 2% subject to a minimum of Rs.50,000/- (Reservation Category Works 1% subject to a minimum of Rs.25,000/-)

c) Rs.1 crore and above upto Rs.10 crore – 1.5% subject to a minimum of Rs.2,00,000/-

d) Rs.10 crore and above - 1% subject to a minimum of Rs.15,00,000/-

Tenders must be accompanied by earnest money deposit (EMD) specified for the work of Annual Maintenance of Borewells in RR.Nagara Constituency Parks in RR.Nagar Zone. EMD **Rs.82,000/-** will have to be submitted online through website **https://kppp.karnataka.gov.in.**

9.2 NA.
9.3 NA.
9.4 NA
9.5 NA
9.6 NA

**10. Format and signing of Tender**

10.1 NA
10.2 NA
10.3 NA.

## B. Tenderdocuments

**1. Content of Tender documents**

1.1 The set of tender documents shall have all the Sections given in Page2:

1.2 Both the sets should be completed and returned with thetender.

## 2. Amendment of Tender documents

2.1 Before the deadline for submission of tenders, the Employer may modify the tender documents by issuing addenda.

2.2 Any addendum thus issued shall be part of the tender documents and shall be communicated in writing or by cable to all the purchasers of the tenderdocuments.

2.3 To give prospective tenderers reasonable time in which to take an addendum into account in preparing their tenders, the Employer shall extend as necessary the deadline for submission of tenders, in accordance with Sub-Clause 12.2 below.

# C. Preparation of Tenders

### 3. Documents comprising the Tender

3.1 The tender submitted by the Tenderer shall comprise thefollowing:
(a) The Tender (in the format indicated in Section3).
(b) Earnest MoneyDeposit;
(c) Priced Bill of Quantities;
(d) Qualification Information Form andDocuments;
and any other materials required to be completed and submitted by tenderers in accordance with these instructions. **The documents listed under Sections 3, 5 and 8 shall be filled in without exception.**

## 4. Tenderprices

4.1 The contract shall be for the whole works as described in Sub-Clause 1.1, based on the priced Bill of Quantities submitted by theTenderer.

4.2 The Tenderer shall fill in rates and prices and line item total (both in figures and words) for all items of theWorksdescribedintheBillofQuantitiesalongwithtotaltenderprice(bothinfiguresandwords).

Items for which no rate or price is entered by the Tenderer will not be paid for by the Employer when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.

4.3 All duties, taxes, and other levies payable by the contractor under the contract, or for any other cause, shall be included in the rates, prices and total Tender Price submitted by theTenderer.

4.4 The rates and prices quoted by the Tenderer shall be fixed for the duration of the Contract and shall not be subject to adjustment on anyaccount.

## 5. Tendervalidity

5.1 Tenders shall remain valid for a period not less than **one hundred and eighty days** after the deadline date for tender submission specified in Clause 12. A tender valid for a shorter period shall be rejected by the Employer asnon-responsive.

5.2 In exceptional circumstances, prior to expiry of the original time limit, the Employer may request that the tenderers may extend the period of validity for a specified additional period. The request and the tenderers' responses shall be made in writing or by cable. A tenderer may refuse the request without forfeiting his earnest money deposit. A tenderer agreeing to the request will not be required or permitted to modify his tender, but will be required to extend the validity of his earnest money deposit for a period of the extension, and in compliance with Clause 9 in allrespects.

## 6. Earnest money deposit

6.1 The Tenderer shall furnish, as part of his tender, earnest money deposit in the amount as shown in column 4 of the Table of IFT for this particular work. This earnest money deposit shall paid through online.

6.2 Deleted.

6.3 Deleted.

6.4 The earnest money deposit of unsuccessful tenderers will be returned within 60 days of the end of the tender validity period specified in Sub-Clause8.1.

6.5 The earnest money deposit of the successful Tenderer will be discharged when the Tenderer has signed the Agreement and furnished the required Performance Security and difference amount of tendered value and estimated value..

6.6 The earnest money deposit may beforfeited:

(a) if the Tenderer withdraws the Tender after tender opening during the period of tendervalidity;

(b) if the Tenderer does not accept the correction of the Tender Price, pursuant to Clause 19;or

(c) inthecaseofasuccessfulTenderer,iftheTendererfailswithinthespecifiedtimelimitto

(i) sign the Agreement; or

(ii) furnish the required Security deposit

## 7. Format and signing of Tender

7.1 Deleted.

7.2 The original and a copy of the Tender shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the Tenderer. All pages of the tender where entries or amendments have been made shall be initialed by the person signing thetender

7.3 The Tender shall contain no alterations or additions, except those to comply with instructions issued by the Employer, or as necessary to correct errors made by the Tenderer, in which case such corrections shall be initialed by the person signing the Tender.

# D. Submission of Tenders

**8. The tender should be submitted online through e portal website of GOK**

8.1 Deleted
(a) Deleted.
(b) Deleted.

8.2 Deleted
8.3 Deleted.

## 9. Deadline for submission of the Tenders

9.1 In online e-procurement system, tenderer shall not be able to submit the bid after the bid submission time and date as the icon or the task in the e-procurement portal will not be available.
9.2 Deleted
9.3 The Employer may extend the deadline for submission of tenders by issuing an amendment in accordance with Clause 5, in which case all rights and obligations of the Employer and the Tenderers previously subject to the original deadline will then be subject to the newdeadline.

## 10. LateTenders

10.1 Any Tender received by the Employer after the deadline prescribed in Clause 12 will be rejected.

## 11. Modification and Withdrawal ofTenders

11.1 Tender has all the time to modify and correct or upload any relevant document in the portal till Bid submission date and time, as published in the e-procurement portal.
11.2 Deleted.
11.3 Deleted.
11.4 Deleted.
11.5 Deleted
11.6 Deleted.

## E. Tender opening and evaluation

### 12. Tender opening

12.1 The Employer will open all the Tenders received through online (except those received late), including modifications made pursuant to Clause 14, in the presence of the Tenderers or their representatives who choose to attend athours on the date and the place specified in Clause 12. In the event of thespecifieddate of Tender opening being declared a holiday for the Employer, the Tenders will be opened at the appointed time and location on the next working day.

12.2 Deleted

12.3 Deleted

12.4 The Employer shall prepare minutes of the Tender opening, including the information disclosed to those present in accordance with Sub-Clause 15.3.

12.5

## 13. Process to be confidential

13.1 Information relating to the examination, clarification, evaluation, and comparison of Tenders and recommendations for the award of a contract shall not be disclosed to Tenderers or any other persons not officially concerned with such process until the award to the successful Tenderer has been announced. Any effort by a Tenderer to influence the Employer's processing of Tenders or award decisions may result in the rejection of hisTender.

## 14. Clarification ofTenders

14.1 To assist in the examination, evaluation, and comparison of Tenders, the Employer may, at his discretion, ask any Tenderer for clarification of his Tender, including breakdowns of unit rates. The request for clarification and the response shall be in writing or by cable, but no change in the price or substance of the Tender shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by the Employer in the evaluation of the Tenders in accordance with Clause 19.

14.2 Subject to sub-clause 17.1, no Tenderer shall contact the Employer on any matter relating to its Tender from the time of the Tender opening to the time the contract is awarded. If the Tenderer wishes to bring additional information to the notice of the Employer, it should do so inwriting.

14.3 Any effort by the Tenderer to influence the Employer in the Employer’s Tender evaluation, Tender comparison or contract award decisions may result in the rejection of the Tenderers’Tender.

14.4

## 15. Examination of Tenders and determination of responsiveness

15.1 Prior to the detailed evaluation of Tenders, the Employer will determine whether each Tender (a) meets the eligibility criteria defined in Clause 2; (b) has been properly signed; (c) is accompanied by the required earnest money deposit and; (d) is substantially responsive to the requirements of the Tenderdocuments.

15.2 A substantially responsive Tender is one which conforms to all the terms, conditions, and specifications of the Tender documents, without material deviation or reservation. A material deviation or reservation is one (a) which

affects in any substantial way the scope, quality, or performance of the Works; (b) which limits in any substantial way, inconsistent with the Tender documents,theEmployer's rights or the Tenderer's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other Tenderers presenting substantially responsive Tenders.

15.3 If a Tender is not substantially responsive, it will be rejected by the Employer, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

## 16. Correction of errors

16.1 Tenders determined to be substantially responsive will be checked by the Employer for any arithmetic errors. Errors will be corrected by the Employer asfollows:

(a) where there is a discrepancy between the rates in figures and in words, the lower of the two will govern;and

(b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted willgovern.

16.2 The amount stated in the Tender will be adjusted by the Employer in accordance with the above procedure for the correction of errors and, with the concurrence of the Tenderer, shall be considered as binding upon the Tenderer. If the Tenderer does not accept the corrected amount the Tender will be rejected, and the earnest money deposit may be forfeited in accordance with Sub-Clause 9.6(b).

16.3

## 17. Evaluation and comparison ofTenders

17.1 The Employer will evaluate and compare only the Tenders determined to be substantially responsive in accordance with Clause 18.

17.2 In evaluating the Tenders, the Employer will determine for each Tender the evaluated Tender Price by adjusting the Tender Price as follows:

(a) making any correction for errors pursuant to Clause 19;and

(b) making appropriate adjustments to reflect discounts or other price modifications offered in accordance with Sub Clause 14.5.

17.3 The Employer reserves the right to accept or reject any variation, deviation, or alternative offer. Variations, deviations, and alternative offers and other factors which are in excess of the requirements of the Tender documents or otherwise result in unsolicited benefits for the Employer shall not be taken into account in Tender evaluation.

17.4

# F. Award of Contract

### 18. Awardcriteria

18.1 Subject to Clause 23, the Employer will award the Contract to the Tenderer whose Tender has been determined to be substantially responsive to the Tender documents and who has offered totally the lowest evaluated Tender Price, provided that such Tenderer has been determined to be (a) eligible in accordance with the provisions of Clause 2, and (b) qualified in accordance with the provisions of Clause3.

## 19. Employer's right to accept any Tender and to reject any or allTenders

19.1 Notwithstanding Clause 21, the Employer reserves the right to accept or reject any Tender, and to cancel the Tender process and reject all Tenders, at any time prior to the award of Contract, without thereby incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the grounds for the Employer'saction.

## 20. Notification of award and signing of Agreement

20.1 The Tenderer whose Tender has been accepted will be notified of the award by the Employer prior to expiration of the Tender validity period by cable, telex or facsimile confirmed by registered letter. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") will state the sum that the Employer will pay the Contractor in consideration of the execution, completion, and maintenance of the Works by the Contractor as prescribed by the Contract (hereinafter and in the Contract called the "ContractPrice").

20.2 The notification of award will constitute the formation of the Contract, subject only to the furnishing of a performance security in accordance with the provisions of Clause24.

20.3 The Agreement will incorporate all agreements between the Employer and the successful Tenderer. It will be kept ready for signature of the successful Tenderer in the office of Employer within 30 days following the notification of award along with the Letter of Acceptance. Within 20 days of receipt, the successful Tenderer will sign the Agreement and deliver it to theEmployer.

20.4 Upon the furnishing by the successful Tenderer of the Security deposit, the Employer will promptly notify the other Tenderers that their Tenders have beenunsuccessful.

20.5

## 21. Securitydeposit

21.1 Within 20 days of receipt of the Letter of Acceptance, the successful Tenderer shall deliver to the Employer a Security deposit in the forms given below for an amount equivalent to 5% of the Contract price:
-Bank Gaurantee in favour of The Chief Commissioner, BBMP payable at Bengaluru.

21.2 If the tenderer quotes amount is less than the estimated cost, then the bidder/tenderer has to submit difference amount in the form of Bank Guarantee (separately) in favour of The Chief Commissioner, BBMP payable at Bengaluru.

21.3 Failure of the successful Tenderer to comply with the requirements of Sub-Clause 24.1 shall constitute sufficient grounds for cancellation of the award and forfeiture of the earnest moneydeposit.

21.4

## 22. Corrupt or Fraudulent practices

22.1 The GOK requires that the Tenderers/Suppliers/Contractors, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, GOK:

(a) will reject a proposal for award if it determines that the Tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract inquestion;

(b) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a GOK contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a GOKcontract.

22.2 Furthermore, Tenderers shall be aware of the provision stated in sub-clause 43.2 of the Conditions of Contract.

# SECTION 3: FORMS OF TENDER, AND QUALIFICATIONINFORMATION

**TABLE OF FORMS:**


- **FORM OF TENDER**
  - **QUALIFICATIONINFORMATION**
  - **LETTER OF ACCEPTANCE**
  - **NOTICE TO PROCEED WITH THE WORK**
  - **AGREEMENTFORM**

**Form of Tender**

**Description of theWorks**:

To

The Senior Assistant Director of Horticulture,

(_____ Zone),

_____,

_____,

_____

_____

Sir/Madam,

We offer to execute the Works described above in accordance with the Conditions of Contract accompanying

this Tender for the ContractPrice of__*[in figures]*
*(*_____) *[in letters]*.[15]

This Tender and your written acceptance of it shall constitute a binding contract between us. We understand that you are not bound to accept the lowest or any Tender you receive.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act 1988”.

We hereby confirm that this Tender complies with the Tender validity and Earnest money deposit required by the Tender documents.

We attach herewith our current income-

tax clearance certificate. Yours faithfully,

Authorized Signature:

Name & Title ofSignatory: _____

NameofTenderer

---

---

Address: .....

**Qualification Information**

The information to be filled in by the Tenderer hereunder will be used for purposes of computing Tender capacity as provided for in Clause 3 of the Instructions to Tenderers. This information will not be incorporated in the Contract.

2018-19_____

1.1 Total value of works and repair works executed and payments 2019-20_____

received in the lastfive years(in Rs. Lacs)[17] 2020-21_____

2021-22_____

2022-23_____

---

1.2 Deleted.

---

1.3 Deleted

1.4 Reports on the financial standing of the tenderer, such as profit and loss statements and auditor’s reports for the last Fiveyears;

1.5 Deleted.

1.8. Name, address, and telephone, telex, and fax numbers of the Tenderers' bankers who may provide references if contacted by the Employer.

1.9 Deleted

**Letter of Acceptance**
(letterhead paper of the Employer)

_____[date]

To: _____[name and address of the Contractor]

Dear Sirs,

This is to notify you that yourTender dated____for execution of the _____ [name of the contract and identification number, as given in the Instructions to Tenderers] for the Contract Price of Rupees ——_____( _____) [amount in words and figures], as corrected and modified in accordance with the Instructions to Tenderers is hereby accepted by our Agency.

You are hereby requested to furnish Security deposit, in the form detailed in Para 24.1 of ITT for an amount of Rs.——————— within 20 days of the receipt of this letter of acceptance valid up to 30 days from the date of expiry of Defects Liability Period i.e.up to and sign the contract, failing which action asstated in Para 24.3 of ITT will be taken.

Yours faithfully,

Authorized Signature

Name and Title of Signatory Name of Agency

**Issue of Notice to proceed with the work**

(letterhead of the Employer)

——————— (date)

To

——————————————————— (name and address of the Contractor)

——————————————————

——————————————————

Dear Sirs:

Pursuant to your furnishing the requisite security deposit as stipulated in ITT Clause 24.1 and signing of the contract agreement for the construction of ——————— [19]a Tender Price of Rs.———————, you are hereby instructed to proceed with the execution of the said works in accordance with the contractdocuments.

Yours faithfully,

(Signature, name and title of signatory authorized to

sign on behalf of Employer)

[19]Give the name of the Contract

**Agreement Form**

**Agreement**

This agreement,madethe_____dayof_____20_____,
between_____
_____[name and address of Employer]
(hereinafter called “the Employer”) of the one partand_____
_____
_____[name and address of contractor]
(hereinafter called “the Contractor”) of the other part.

Whereas the Employer is desirous that the Contractorexecute ___
_____
_____[
name and identification number of Contract] (hereinafter called “the Works”) and the Employer has accepted the Tender by the Contractor for the execution and completion of such Works and the remedying of any defects therein at a contract price of Rupees.....

NOW THIS AGREEMENT WITNESSETH asfollows:

1. In this Agreement, words and expression shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to, and they shall be deemed to form and be read and construed as part of thisAgreement.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all aspects with the provisions of theContract.
3. The Employer hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying the defects wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by theContract.
4. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
   - i) Letter ofAcceptance;
   - ii) Notice to proceed with theworks;
   - iii) Contractor’sTender;
   - iv) ContractData;
   - v) Conditions of contract (including Special Conditions ofContract);
   - vi) Specifications;
   - vii) Drawings;
   - viii) Bill of Quantities;and
   - ix) Any other document listed in the Contract Data as forming part of thecontract.

In witness whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

The CommonSealof _____
was hereunto affixed in the presenceof:

Signed, Sealed and Delivered by thesaid _____

_____

in the presence of:

Binding SignatureofEmployer
_____ Binding Signature ofContractor
_____

# SECTION 4: CONDITIONS OF CONTRACT

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**Conditions of Contract**

**A. General**

# 1. Definitions

1.1 Terms which are defined in the Contract Data are not also defined in the Conditions of Contract but keep their defined meanings. Bold letters are used to identify definedterms.

**Bill of Quantities** means the priced and completed Bill of Quantities forming part of the Tender.

**Compensation events** are those defined in Clause 34 hereunder.

The **Completion Date** is the date of completion of the Works as certified by the Employer in accordance with Sub Clause38.1.

The **Contract** is the contract between the Employer and the Contractor to execute, complete and maintain the Works. It consists of the documents listed in Clause 2.3 below.

The **Contract Data** defines the documents and other information which comprise the Contract.

The **Contractor** is a person or corporate body whose Tender to carry out the Works has been accepted by the Employer.

The **Contractor's Tender** is the completed Tender document submitted by the Contractor to the Employer.

The **Contract price** is the price stated in the Letter of Acceptance and thereafter as adjusted in accordance with the provisions of the Contract.

**Days** are calendar days; **months** are calendar months.

A **Defect** is any part of the Works not completed in accordance with the Contract.

The **Defects liability period** is the period named in the Contract Data and calculated from the Completion Date.

The **Employer** is the party who will employ the Contractor to carry out the Works.

**Equipment** is the Contractor's machinery and vehicles brought temporarily to the Site to construct the Works.

The **Initial Contract price** is the Contract Price listed in the Employer's Letter of Acceptance.

The **Intended Completion Date** is the date on which it is intended that the Contractor shall complete the Works. The Intended Completion Date is specified in the Contract Data. The Intended Completion Date may be revised only by the Employer by issuing an extension of time.

**Materials** are all supplies, including consumables, used by the contractor for incorporation in the Works.

**Plant** is any integral part of the Works which is to have a mechanical, electrical, electronic or chemical or biological function.

The **Site** is the area defined as such in the Contract Data.

**Specification** means the Specification of the Works included in the Contract and any modification or addition made or approved by the Employer.

The **Start Date** is given in the Contract Data. It is the date when the Contractor shall commence execution of the works. It does not necessarily coincide with any of the Site Possession Dates.

A **Subcontractor** is a person or corporate body who has a Contract with the Contractor to carry out a part of the work in the Contract which includes work on the Site.

A **Variation** is an instruction given by the Employer which varies the Works.

The **Works** are what the Contract requires the Contractor to construct, install, and turn over to the Employer, as defined in the Contract Data.

## 2. Interpretation

2.1 In interpreting these Conditions of Contract, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined. The Employer will provide instructions clarifying queries about the Conditions ofContract.

2.2 The documents forming the Contract shall be interpreted in the following order ofpriority:

(1) Agreement
(2) Letter of Acceptance, notice to proceed with theworks

(3) Contractor’s Tender
(4) Contract Data
(5) Conditions ofContract
(6) Specifications
(7) Drawings
(8) Bill of quantitiesand
(9) any other document listed in the Contract Data as forming part of theContract.

## 3. Law governing contract

3.1 The law governing the Contract is the Laws of India supplanted by the Karnataka LocalActs.

## 4. Employer'sdecisions

4.1 Except where otherwise specifically stated, the Employer will decide contractual matters between the Employer and the Contractor.

## 5. Delegation

5.1 The Employer may delegate any of his duties and responsibilities to other people after notifying the Contractor and may cancel any delegation after notifying theContractor.

## 6. Communications

6.1 Communications between parties which are referred to in the conditions are effective only when in writing. A notice shall be effective only when it is delivered (in terms of Indian ContractAct).

## 7. Subcontracting

7.1 Deleted.

## 8. Other Contractors

8.1 The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and theEmployer.

## 9. Personnel

9.1 The Contractor shall employ the technical personnel (of number and qualifications) as may be stipulated by GOK from time to time during the execution of the work. The technical staff so employed shall be available at site as may be stipulated by theEmployer.

9.2 If the Employer asks the Contractor to remove a person who is a member of the Contractor’s staff or his work force stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no

further connection with the work in theContract.

## 10. Employer’s and Contractor's risks

10.1 The Employer carries the risks which this Contract states are Employer’s risks, and the Contractor carries the risks which this Contract states are Contractor’srisks.

## 11. Employer's risks

11.1 The Employer is responsible for the excepted risks which are (a) in so far as rebellion, riot commotion or disorder or (b) a cause due solely to the design of the Works, other than the Contractor’s design.

## 12. Contractor’srisks

12.1 All risks of loss of or damage to physical property and of personal injury and death which arise during and in consequence of the performance of the Contract other than the excepted risks are the responsibility of the Contractor.

## 13. Queries about the Contract Data

13.1 The Employer will clarify queries on the ContractData.

## 14. The Works to be completed by the Intended Completion Date

14.1 The Contractor may commence execution of the Works on the Start Date and complete them by the Intended CompletionDate.

## 15. Safety

15.1 The Contractor shall be responsible for the safety of all activities on the Site.

## 16. Discoveries

16.1 Anything of historical or other interest or of significant value unexpectedly discovered on the Site is the property of the Employer. The Contractor is to notify the Employer of such discoveries and carry out the Employer's instructions for dealing withthem.

## 17. Possession of the Site

17.1 The Employer shall give possession of all parts of the Site to the Contractor. If possession of a part is not given by the date stated in the Contract Data the Employer is deemed to have delayed the start of the relevant activities and this will be CompensationEvent.

## 18. Access to the Site

18.1 The Contractor shall allow the Employer and any person authorized by the Employer access to the Site, to any place where work in connection with the Contract is being carried out or is intended to be carried out and to any place where materials or plant are being manufactured / fabricated / assembled for the works.

## 19. Instructions

19.1 The Contractor shall carry out all instructions of the Employer which comply

with the applicable laws where the Site islocated.

## B. Time Control

## 20. Program

20.1 Within the time stated in the Contract Data the Contractor shall submit to the Employer for approval a Program showing the general methods, arrangements, order, and timing for all the activities in the Works.

20.2 The Employer's approval of the Program shall not alter the Contractor's obligations. The Contractor may revise the Program and submit it to the Employer again at any time. A revised Program is to show the effect of Variations and CompensationEvents.

## 21. Extension of the Intended Completion Date

21.1 The Employer shall extend the Intended Completion Date if a Compensation Event occurs or a Variation is issued which makes it impossible for Completion to be achieved by the Intended Completion Date.

21.2 The Employer shall decide whether and by how much to extend the Intended Completion Date within 21 days of the Contractor asking the Employer for a decision upon the effect of a Compensation Event or Variation and submitting full supportinginformation.

## 22. Delays ordered by the Employer

22.1 The Employer may instruct the Contractor to delay the start or progress of any activity within the Works.

## 23. Management meetings

23.1 The Employer may require the Contractor to attend a management meeting. The business of a management meeting shall be to review the progress achieved and the plans for remainingwork.

23.2 The responsibility of the parties for actions to be taken is to be decided by the Employer either at the management meeting or after the management meeting and stated in writing to be distributed to all who attended themeeting.

# C. Quality Control

## 24. Identifying defects

24.1 The Employer shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Employer may instruct the Contractor to search for a Defect and to uncover and test any work that the Employer considers may have a Defect

## 25. Tests

25.1 If the Employer instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a Defect and the test shows that it does, the Contractor shall pay for the test and any samples. If there is no Defect the test shall be a CompensationEvent.

## 26. Correction of defects

26.1 The Employer shall give notice to the Contractor of any Defects before the end

of the Defects Liability Period, which begins at Completion and is defined in the Contract Data. The Defects Liability Period shall be extended for as long as Defects remain to be corrected.

26.2 Every time notice of a Defect is given, the Contractor shall correct the notified Defect within the length of time specified by the Employer'snotice.

## 27. Uncorrecteddefects

27.1 If the Contractor has not corrected a Defect within the time specified in the Employer's notice, the Employer will assess the cost of having the Defect corrected, and the Contractor will pay thisamount.

## D. Cost Control

## 28. Bill of Quantities(BOQ)

28.1 The BOQ shall contain items for the men,andmaterialsfor Maintainence of Borewell including service charges and taxes levied.to be done by the Contractor.

28.2 The BOQ is used to calculate the Contract Price. The Contractor is paid for the quantity of the work done at the rate in the BOQ for each item

## 29. Variations

29.1 The Employer shall have power to order the Contractor to do any or all of the following as considered necessary or advisable during the progress of the work byhim

(a) Increase or decrease of any item of work included in the Bill of Quantities(BOQ);
(b) Omit any item ofwork;
(c) Change the character or quality or kind of any item ofwork;
(d) Change the levels, lines, positions and dimensions of any part of thework;
(e) Execute additional items of work of any kind necessary for the completion of the works;and
(f) Change in any specified sequence, methods or timing of construction of any part of thework.

29.2 The Contractor shall be bound to carry out the work in accordance with any instructions in this connection, which may be given to him in writing by the Employer and such alteration shall not vitiate or invalidate the contract.

29.3 Variations shall not be made by the Contractor without an order in writing by the Employer, provided that no order in writing shall be required for increase or decrease in the quantity of an item appearing in the BOQ so long as the work executed conforms to the approvedQuantities.

29.4 The Contractor shall promptly request in writing the Employer to confirm verbal orders and if no such confirmation is received within 15 days of request, it shall be deemed to be an order in writing by the Employer.

## 30. Payments for Variations

**31.** Deleted.

**32.** Submission of bills for payment

32.1 The Contractor shall submit to the Employer monthly bills of the value of the work completed less the cumulative amount paidpreviously.

32.2 The Employer shall check the Contractor's bill and determine the value of the work executed which shall comprise of (i) value of the quantities of the items in the BOQ completed.

32.3 The Employer may exclude any item paid in a previous bill or reduce the proportion of any item previously paid in the light of laterinformation.

## 33. Payments

33.1 Payments shall be adjusted for deductions for retention, other recoveries in terms of the contract and taxes, at source, as applicable under the law.

33.2 Items of the Works for which no rate or price has been entered in will not be

paid for by the Employer and shall be deemed covered by other rates and prices in theContract.

## 34. Compensation events

34.1 The following are Compensation events unless they are caused by the Contractor:
(a)Deleted

## 35. Tax

35.1 The rates quoted by the Contractor shall be deemed to be inclusive of the sales and other taxes that the Contractor will have to pay for the performance of this Contract. The Employer will perform such duties in regard to the deduction of such taxes at source as per applicablelaw.

## 36. Liquidated damages

36.1 Deleted

## 37. Cost of repairs

37.1 Loss or damage to the Materials to be incorporated in the Works between the Start Date and the end of the Defects Correction periods shall be remedied by the Contractor at the Contractor's cost if the loss or damage arises from the Contractor's acts oromissions.

**E. Finishing the Contract**

## 38. Completion

38.1 The Contractor shall request the Employer to issue a Certificate of Completion of the Works and the Employer will do so upon deciding that the Work is completed.

## 39. Taking over

39.1 The Employer shall take over the Site and the Works within seven days of issuing a certificate of Completion.

## 40. Finalaccount

40.1 The Contractor shall supply to the Employer a detailed account of the total amount that the Contractor considers payable under the Contract.

## 41. As builtdrawings

41.1 Deleted

## 42. Termination

42.1 The Employer or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract.

42.2 Fundamental breaches of Contract include, but shall not be limited to thefollowing:

(a) the Contractor does not attend the work for 7 days when no stoppage of work is shown on the current Program and the stoppage has not been authorized by theEmployer;
(b) deleted
(c) The Contractor becomes bankrupt or goes into liquidation other than for a reconstruction oramalgamation;
(d) Deleted
(e) the Employer gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by theEmployer;
(f) Deleted
(g) Deleted
(h) if the Contractor, in the judgment of the Employer has engaged in corrupt or fraudulent practices in competing for or in the executing theContract.
(i) For the purpose of this paragraph : “corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence

the action of a public official in the procurement process or in contract execution. “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Tenderers (prior to or after Tender submission) designed to establish Tender prices at artificial non- competitive levels and to deprive the Borrower of the benefits of free and open competition.”

42.3 When either party to the Contract gives notice of a breach of contract to the Employer for a cause other than those listed under Sub Clause 42.2 above, the Employer shall decide whether the breach is fundamental ornot.

42.4 Notwithstanding the above, the Employer may terminate the Contract forconvenience.

42.5 If the Contract is terminated the Contractor shall stop work immediately, make the Site safe and secure and leave the Site as soon as reasonablypossible.

## 43. Payment upon Termination

43.1 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Employer shall prepare bill for the value of the work done less advance payments received up to the date of the bill, less other recoveries due in terms of the contract, less taxes due to be deducted at source as per applicable law and less the percentage to apply to the work not completed as indicated in the Contract Data. Additional Liquidated Damages shall not apply. If the total amount due to the Employer exceeds any payment due to the Contractor the difference shall be a debt payable to the Employer.

43.2 If the Contract is terminated at the Employer's convenience or because of a fundamental breach of Contract by the Employer, the Employer shall prepare bill for the value of the work done, the reasonable cost of removal of Equipment and less advance payments received up to the date of the certificate, less other recoveries due in terms of the contract, and less taxes due to be deducted at source as per applicable law and make paymentaccordingly.

## 44. Property

44.1 All materials on the Site, Plant, Equipment, Temporary Works and Works are deemed to be the property of the Employer, if the Contract is terminated because of a Contractor’sdefault.

## 45. Release from performance

45.1 If the Contract is frustrated by any event entirely outside the control of either the Employer or the Contractor the Employer shall certify that the Contract has been frustrated. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all work carried out before receiving it and for any work carried out afterwards to which commitment wasmade.

## F. Special Conditions of Contract

**1. Labour :**

The Contractor shall, unless otherwise provided in the Contract, make his own arrangements for the engagement of all staff and labour, local or other, and for their payment, housing, feeding and transport.

The Contractor shall, if required by the Employer, deliver to the Employer a return in detail, in such form and at such intervals as the Employer may prescribe, showing the staff and the numbers of the several classes of labour from time to time employed by the Contractor on the Site and such other information as the Employer may require.

## 2. Compliance with labour regulations:

During continuance of the contract, the Contractor and his sub-contractors shall abide at all times by all existing labour enactments and rules made there under, regulations, notifications and bye laws of the State or Central Government or local authority and any other labour law (including rules), regulations, bye laws that may be passed or notification that may be issued under any labour law in future either by the State or the Central Government or the local authority. The Contractor shall keep the Employer indemnified in case any action is taken against the Employer by the competent authority on account of contravention of any of the provisions of any Act or rules made there under, regulations or notifications including amendments. If the Employer is caused to pay or reimburse, such amounts as may be necessary to cause or observe, or for non-observance of the provisions stipulated in the notifications/bye laws/Acts/Rules/regulations including amendments, if any, on the part of the Contractor, Employer shall have the right to deduct any money due to the Contractor including his amount of security deposit. The Employer shall also have right to recover from the Contractor any sum required or estimated to be required for making good the loss or damage suffered by the Employer.

The employees of the Contractor and the Sub-Contractor in no case shall be treated as the employees of the Employer at any point oftime.

## 3. Protection of Environment:

The contractor shall take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation. During continuance of the contract, the contractor and his sub-contractors shall abide at all times by all existing enactments on environmental protection and rules made there under, regulations, notifications and bye-laws of the State or Central Government, or local authorities and any other law, bye-law, regulations that may be passed or notification that may be issued in this respect in future by the State or Central Government or the localauthority.

*[ Add other Clauses specific to the work for which tenders are invited.]*

## SECTION 5: CONTRACT DATA

Deleted

## SECTION 6: SPECIFICATIONS

Deleted

### SECTION 7: DRAWINGS

Deleted

# SECTION 9: FORMAT OF BANK GUARANTEE FOR SECURITY DEPOSIT

To: _____*[name ofEmployer]*
_____ *[address ofEmployer]*

WHEREAS_____*[name and address of Contractor]* (hereinafter called "the Contractor") has undertaken, in pursuance ofContract No._____dated____toexecute _____ *[name of Contract and brief description of Works]* (hereinafter called "the Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a totalof Rs._____*[amount ofguarantee]*

[29]_Rupees_____*[in words]*, and we undertake topay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of

*[amount of guarantee]*[30]as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specifiedtherein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until 30 days from the date of expiry of the Defects LiabilityPeriod.

Signature and seal of the guarantor _____

Name of Bank _____

Address_____

Date _____

# Annexure-3

## Qualification or Mandatory Documents

**For the work of :** Annual Maintenance of Borewells in RR.Nagara Constituency Parks in RR.Nagar Zone. **Est Cost: 40.97 Lakh**

| | | |
|---|---|---|
| 1 | Name of Tender | |
| 2 | Phone Number | |
| 3 | Email ID | |
| 4 | Valid Address Proof Copy | Submitted/Not Submitted |
| 5 | The Work Done Certificate<br>50% of the total tendered amount<br>(Last 5 Years i.e 2018-19,2019-20, 2020-2021, 2021-22 & 2022-23) | Documents Attached |
| | | 1. |
| | | 2. |
| | | 3. |
| 6a) | Valid Labour Registration copy | Submitted/Not Submitted |
| b) | Valid ESI/ PF Details copy | Submitted/Not Submitted |
| c) | Valid PF Details copy | Submitted/Not Submitted |
| d) | Valid GST Registration copy | Submitted/Not Submitted |
| e) | Valid Pan Card copy | Submitted/Not Submitted |
| 7 | Turnover Certificate<br>**(More Than Rs. 81.94 Lakh)**<br>(Last 5 Years i.e 2018-19,2019-20, 2020-2021, 2021-22 & 2022-23) | 1. |
| | | 2. |
| 8 | ESI and EPF Payment Challans of Latest 6 months (Oct-2023 to March-2023) | Submitted/Not Submitted |
| 9 | GST returns of Latest 6 Months (Oct-2023 to March-2023) | Submitted/Not Submitted |

| | | |
|---|---|---|
| 10 | ITR with Balance sheet Profit and loss statement (Last 3 Years i.e 2020-2021, 2021-22 & 2022-23) | Submitted/Not Submitted |
| 11 | FORM-7A or MOU for Drilling of Borewell Works | Submitted/Not Submitted |
| 12 | Own borewell Jeep for lifting and erection or MOU b/w the tenderer and the own jeep owner | Submitted/Not Submitted |
| 13 | Tenderer should have Electrical and PWD License. | Submitted/Not Submitted |
| 14 | Four wheeler fitted with equipment to flushing Borewells, copy of the vehicle registration to be uploaded or should have signed an MOU with the person / firm / company who has the flushing vehicle, agreement and copy of vehicle registration | Submitted/Not Submitted |

Note: All Xerox Documents uploaded by the bidder should be attested by notary.

(Signature of Contractor)